Western Shasta Resource Conservation District

MINUTES OF THE REGULAR BOARD MEETING

Monday, April 17, 2019, 5:32 p.m. to 6:35 p.m.

6270 Parallel Road, Anderson, CA 96007

Board Members Present: Dennis Heiman (President), Phil Scheofer (Director), John Moore (Director), and Lois Kaufman (Director)

Others Present: Kris Lamkin and Jon Barrett (RCDTC staff), Ross Perry, Analia, Bertucci, Kelli England and Sharon Clark (WSRCD Staff).

Dennis Heiman, President, called the meeting to order at 5:32 p.m.

Consent Agenda – None

Phil remarked on two accounts from City of Redding and/or CalTrans that are with Morgan Stanley and asked to have them reviewed. He mentioned that funds were potentially for the Arboretum and we were used to hold the funds until needed.

Additions/Changes to Agenda: Sharon asked that three correspondence items be added; a letter from CA Department of Parks and Recreation regarding potential funding opportunity, a CSDA Financing information letter, and a letter regarding Hydroseeding. She also asked that under new business that two items be added; one for Kelli England to review upcoming service contacts and one to discuss Fall River potentially doing a fuel break within WSRCD’s boundary.

Public Comment: None

Correspondence: Correspondence items were presented and passed around for review.

By motion made, seconded (Scheofer/Moore) and unanimously carried, the Board of Directors approved $300 to be sent to NACD for membership fee.

SCF Update: A letter regarding Land Trust Alliance Membership was reviewed.

By motion made, seconded (Scheofer/Kaufman) and unanimously carried, the Board of Directors approved the renewal fee for $300 for the SCF Land Trust Alliance Membership.

NRCS Report: None
**CARCD activities:** Phil remarked that they have been looking into donations for the upcoming conference in the fall. He also discussed the need for two tour sites for the conference. Kris mentioned that the RCDTC have been looking into sponsorships for the event as well. Discussion was made on RCDTC cohosting the event.

**Old Business:**

- **Accept and authorize signature of revised MOU for Shasta County Weed Management Area.**
  - Analia presented the revised MOU for Shasta County Weed Management Area.

By motion made, seconded (Moore/Kaufman) and unanimously carried, the Board of Directors approved the revised MOU for Shasta County Weed Management Area.

**New Business**

- **Approve SOW with RCDTC as an advisor to the WSRCD.**
  - Discussion was made on the SOW and the role of advisor from RCDTC. Kris remarked that they had their County Council review the SOW and that the durable collaboration that the RCD’s entered into provides the liability umbrella. Sharon remarked that the SOW will end at the end of the Fiscal year and if we can create new ones if they are needed at that time.

By motion made, seconded (Kaufman/Moore) and unanimously carried, the Board of Directors approved the SOW with RCDTC to act as an advisor to the WSRCD.

- **Approve SOW with RCDTC for work on Grant Agreement P1796032 Cook and Butcher.**
  - Ross reviewed the Grant Agreement P1796032 for a fish passage on North Cow Creek. Discussion was made on RCDTC working on the project management of the grant.

By motion made, seconded (Scheofer/Moore) and unanimously carried, the Board of Directors approved the SOW with RCDTC for work on Grant Agreement P1796032 Cook and Butcher.

- **Staff Update and Salary Schedule.**
  - Ross reviewed the Salary Schedule that was created based on review of comparable RCDs. The board asked that this item be moved to the next board meeting for further discussion and review. Kris remarked that RCDTC has a similar Salary Schedule in place.

- **Approve 05 Hours for general website maintenance to meet SB 929 compliance.**
  - Analia discussed attending a webinar regarding SB 929 compliance and mentioned that she would need about 20 hours to get the WSRCD’s website into compliance and about 5 every month for updates. Discussion was made on the field crew using one day to work on weeding the front of the office as well as working on some shop items.
By motion made, seconded (Scheofer/Moore) and unanimously carried, the Board of Directors approved the 05 hours to be used for general website maintenance to meet SB 929 compliance and one day of crew work on native plant garden weeding and shop work.

- **Resolution 19-01 to approve addition and removal of Board Members signature cards for Mechanics Bank.**
  o Sharon reviewed the resolution to add the current board member to the signature card with Mechanics Bank and remove the old signatories that are no longer with the District. The Board Members will need to go down to Mechanics Bank to add the new signatories.

By motion made, seconded (Kaufman/Moore) and unanimously carried, the Board of Directors approved Resolution 19-01.

- **Service Contract review by Kelli England.**
  o Kelli England reviewed service contracts that have recently come up for chipping and brush removal, as well as a project with CalTrout for mowing and maintenance on a site we have previously done work on before. She mentioned that she has increased our daily rates and fees to match our higher service contract rates. This would need approval from Fall River RCD because the site falls within their boundaries. Kelli remarked that she is meeting with Caltrans to do some replanting of a site that was burned in the Carr Fire. Dennis asked where land owners are hearing about us and Kelli remarked that she has had some calls from people who attended the board of supervisors meeting that she presented at.

- **Review Fall River RCD Fuel Break within WSRCRD boundaries.**
  o Ross reviewed the Fall River RCD Fuel Break location and project.

By motion made, seconded (Schoefer/Moore) and unanimously carried, the Board of Directors approved Fall River RCD to work on the Fuel Break within the WSRCRD.

- **Agenda Item(s) for Next Meeting:** April 29, 2019 next Meeting 5:30 pm.

  **Adjourn:** By motion made, seconded (Scheofer/Moore) and unanimously carried, the regular meeting was adjourned at 06:35 p.m.